

Year 2 Annual Report

New Hampshire Small MS4 General Permit

Reporting Period: July 1, 2019-June 30, 2020

*****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form*****

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2019 and June 30, 2020 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Salem, NH

EPA NPDES Permit Number: NHR041031

Primary MS4 Program Manager Contact Information

Name: Roy E. Sorenson Title: Director of Municipal Services

Street Address Line 1: 21 Cross Street

Street Address Line 2:

City: Salem State: NH Zip Code: 03079

Email: rsorenson@salemnh.gov Phone Number: (603) 890-2150

Stormwater Management Program (SWMP) Information

SWMP Location (web address): https://www.townofsalemnh.org/sites/g/files/vyhlf3761/f/uploads/salemnh_swmp_updated_2020.06_reduced.pdf

Date SWMP was Last Updated: June 2020

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

- ☐ Bacteria/Pathogens
 ☒ Chloride
 ☐ Nitrogen
 ☒ Phosphorus
☒ Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

- ☒ Bacteria and Pathogen
 ☒ Chloride
 ☐ Lake and Pond Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Year 2 Requirements

- ☒ Completed Phase I of system mapping
- ☒ Developed a written catchment investigation procedure and added the procedure to the SWMP
- ☒ Developed written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and added these procedures to the SWMP
- ☒ Enclosed or covered storage piles of salt or piles containing salt used for deicing or other purposes
- ☒ Developed written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- ☒ Developed an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- ☒ Completed a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Developed written SWPPPs, included in the SWMP, for all of the following permittee owned or
- ☒ operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

The Town has developed written procedures to require the submission of as-built drawings and ensure the long-term operation and maintenance of stormwater BMPs, which are being incorporated into the Town's municipal code on stormwater management, which will be adopted in Year 3. A draft of the procedures is available, but has not yet been incorporated into the SWMP. The updated municipal code covering stormwater management will be incorporated into the SWMP once it is approved. While referenced in the SWMP, the detailed written catchment investigation procedures were incorporated into the Town's IDDE Plan, not the actual SWMP. The IDDE Plan and the SWMP are currently two separate documents. A written

SWPPP was developed for the Town's DPW Facility, and the Town had previously developed a SWPPP for the Transfer Station under the MSGP. However, these are both separate standalone documents and the complete documents were not incorporated into the written SWMP, although again, they are referenced in this document.

Annual Requirements

- ☒ Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- ☒ Kept records relating to the permit available for 5 years and made available to the public
- ☐ The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - ☐ This is not applicable because we do not have sanitary sewer
 - ☒ This is not applicable because we did not find any new SSOs
 - ☐ The updated SSO inventory is attached to the email submission
 - ☐ The updated SSO inventory can be found at the following website:
- ☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- ☐ Provided training to employees involved in IDDE program within the reporting period
- ☒ All curbed roadways were swept at least once within the reporting period
- ☒ Updated outfall and interconnection inventory and priority ranking as needed

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

While the Town began its employee IDDE training program during Permit Year 1 and had plans to continue the program during Year 2, the training was delayed in response to public health and safety guidelines related to COVID-19. The Town will resume conducting this annual training in the near future.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- ☒ Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- ☒ Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Chloride Impairment

Annual Requirements

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

During Permit Year 1, the Town developed a Chloride Reduction Plan for Policy-Porcupine Brook, which has an approved TMDL for chloride, as required by the MS4 Permit. This Plan also encompasses Policy Brook and the unnamed tributary to Harris Brook, which require, but do not currently have approved TMDLs for chloride impairments.

Phosphorus Impairment

Annual Requirements

*Public Education and Outreach**

- ☒ Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Potential structural BMPs

- Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in mass per year by the BMP were documented.

- ☐ The BMP information is attached to the email submission
- ☐ The BMP information can be found at the following website:

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Although Captain Pond currently has a TMDL for phosphorus, the TMDL was not approved prior to the

permit effective date and therefore the Town is not subject to the requirements of Appendix F under the Permit. Appendix H requires the Town to track and estimate the amount of phosphorus removed by structural BMPs installed as a result of the retrofit inventory conducted as a part of the Phosphorus Source Identification Report for Captain Pond, which is due in Permit Year 4. As dictated by the permit, at least one structural BMP must be installed by the end of Permit Year 6. Appendix H does not require permittees to estimate the amount of phosphorus removed by existing structural BMPs-- that pertains to permittees discharging to a waterbody with an existing TMDL for phosphorus where a municipality wants to obtain credit for phosphorus removed as part of a comprehensive Phosphorus Control Plan. The structural BMP requirement above is therefore not applicable to Salem. However, once the Town begins installation of structural BMPs as identified as part of their Phosphorus Source Identification Report, the Town will track and estimate the phosphorus removed by the BMP consistent with Attachment 3 to Appendix F, including reporting on BMP type, total area treated, design storage volume, and the estimated phosphorus removed in mass per year.

Solids, Oil and Grease (Hydrocarbons), or Metals Impairment(s)

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Chloride TMDL

- ☒ Completed a Chloride Reduction Plan that includes specific actions designated to achieve chloride reduction on municipal roads and facilities, and on private facilities that drain to the MS4 or complete an Alternative Chloride Reduction Plan

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

☒ Yes

☐ No

If yes, describe below, including any relevant impairments or TMDLs:

The Town has continued to work to confirm outfall ownership and regulated status of outfalls. The list of regulated outfalls has been updated since the NOI was submitted to reflect this work and findings from fieldwork. The updated list of outfalls and receiving waters is included in the SWMP.

The 2018 New Hampshire list of impaired waters, or 303(d) list, was approved by EPA on February 25, 2020. The updated list of impaired waters includes the following changes that are relevant to Salem:

- 1) Captain Pond has been moved from Category 5 to Category 4A due to the development and approval of the "Total Maximum Daily Load for Phosphorus for Captain Pond, Salem NH" in September 2017.
- 2) Arlington Mill Reservoir was added to the 2018 list of impaired waters after cyanobacteria blooms occurred in amounts and for a duration that interfered with the primary contact recreational use of the lake. Arlington Mill Reservoir is now listed as a Category 5-M waterbody.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:**

Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP: Displays/Posters/Kiosks (4 Messages)

Message Description and Distribution Method:

In addition to maintaining general stormwater information at kiosks around Salem, the Town also posted the EPA pamphlet "Protecting Water Quality from Urban Runoff", the UNH fact sheet "Green Grass & Clean Water", a Salem-specific pet waste brochure, and a Salem-specific yard waste flyer to the Town's website during the reporting period. These materials are included in Appendix G of the SWMP and at the following location: <https://www.townofsalemnh.org/engineering/pages/public-education-and-outreach>. Brief, news bulletin style messages regarding lawn care/fertilizer use and leaf litter/yard waste handling were posted in the local newsletter (Town Hall Times) and on the Engineering Division's Facebook page. The Facebook posts reached 825 people (including 57 engagements) and 847 people (including 123 engagements) respectively.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town ensured that the stormwater information was visible to residents and replaced/updated the materials both online and in kiosks as needed. The SWMP webpage was viewed 125 times during the reporting period.

Message Date(s):

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☒ No ☐

If yes, describe why the change was made:

The Town decided to post information online as well as at kiosks since the internet is a cost-effective and efficient way to share information with a broad audience.

BMP: Brochures/Pamphlets

Message Description and Distribution Method:

The Town posted the EPA flyer "What you can do as a Developer" to its website, providing general information on stormwater management during construction, including required sediment and erosion control measures, to prospective developers and contractors. The flyer is available at this location: <https://>

www.townofsaalemnh.org/engineering/pages/public-education-and-outreach

Targeted Audience: Developers/Contractors (construction)

Responsible Department/Parties: Engineering Division, Planning & Community Development

Measurable Goal(s):

This pamphlet was made available to a wide audience by posting it to the Town's website and sharing the location across social media platforms. The website was viewed 125 times during the reporting period.

Message Date(s): FY2020

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP:Website

Message Description and Distribution Method:

The Town continued to post a flyer from NHDES regarding proper storage and application of winter deicing material on its website at the following location: <https://www.townofsaalemnh.org/engineering/pages/public-education-and-outreach>

Targeted Audience: Businesses, Institutions and Commercial Facilities; Industrial Facilities

Responsible Department/Parties: Engineering Division, DPW

Measurable Goal(s):

This message informs commercial property owners of the benefits of hiring a certified road salt applicator to handle deicing in their parking lots, including liability protection and reduced impact to receiving waters. The stormwater webpage was viewed 125 times during the reporting period.

Message Date(s): FY2020

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP:Website

Message Description and Distribution Method:

The Health Division maintains a comprehensive web page dedicated to septic system installation and maintenance. It provides information regarding how often septic systems should be inspected and pumped, the environmental impacts associated with septic system failures, and what materials should not be discharged

to the plumbing system as they can have a negative impact on septic systems. There is also a separate link to EPA's website - "Do Your Part, Be Septic Smart", which provides information on septic system maintenance.

Targeted Audience: Residents

Responsible Department/Parties: Engineering, Health Division

Measurable Goal(s):

This information is available to all residents with septic systems, not just those property owners located in catchments tributary to waterbodies impaired for bacteria. The information is available at this location: <https://www.townofsalemnh.org/health-division/pages/septic-systems>

Message Date(s): FY2020

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

Add an Educational Message

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

The Town updated the SWMP to reflect progress made during Permit Years 1 and 2 and posted the updated document to its website at the link provided above. The SWMP was made available for public comment for a period of 30 days, but no comments were received. The Town will continue to keep the SWMP posted on its website for the duration of the permit term.

A presentation was also made at a Board of Selectmen Meeting on July 17, 2019, regarding the status of the Town's MS4 Permit compliance program. The Selectmen and other citizens present were informed of the permit requirements and how the Town intends to comply with the permit requirements including progress to date.

Was this opportunity different than what was proposed in your NOI? Yes ☐ No ☒

Describe any other public involvement or participation opportunities conducted **during this reporting period:**

Salem continued to provide multiple opportunities for public involvement during the reporting period. The Town held its annual Household Hazardous Waste day on November 9, 2019, and collected 37,895 pounds of hazardous material that may have otherwise been disposed of improperly. Materials collected include pesticides, aerosols, antifreeze, engine oil, paint, and various kinds of batteries. The disposal manifest for the hazardous materials collected is included in the SWMP.

The Municipal Services Department hosted and participated in a community-wide roadside litter clean-up event between April 13 and April 21, 2020. As part of the clean-up, 3.26 tons of paper, cans, bottles, batteries, glass, cardboard, tires, hypodermic needles, car parts, and construction materials were collected and disposed of properly from 56 streets.

The Town also continued its mandatory recycling program and continued to maintain a public works hotline on the Town's website to respond to work order requests. There were 1,832 tons of recycling collected during the reporting period.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

- ☐ This SSO section is NOT applicable because we DO NOT have sanitary sewer

*Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period**.*

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Below, check all that apply.

The following elements of the Phase I map have been completed:

- ☒ Outfalls and receiving waters
- ☒ Open channel conveyances
- ☒ Interconnections
- ☒ Municipally-owned stormwater treatment structures
- ☒ Waterbodies identified by name and indication of all use impairments
- ☒ Initial catchment delineations

Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

The Town is working to review record plans and documents on file to refine/update the inventory of municipally-owned stormwater treatment structures. The Engineering Division and GIS Department continue to work together to incorporate new and updated infrastructure data into the stormwater GIS database.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses.

- ☐ The outfall screening data is attached to the email submission
- ☒ The outfall screening data can be found at the following website:

Permit Year 2. Prior outfall screening and sampling results can be found on the Town's website at the following location: <https://www.townofsalemnh.org/engineering/pages/stormwater-management-program-swmp>. The Town resumed dry weather outfall/interconnection screening and sampling in July 2020, and this work is currently ongoing. Screening and sampling results will be included in the Town's Year 3 Annual Report. The percentage of total outfalls screened as identified below does not reflect outfalls screened and sampled since the end of Permit Year 2.

*Below, report on the number of outfalls/interconnections screened **during this reporting period**.*

Number of outfalls screened:

*Below, report on the percent of total outfalls/ interconnections screened **to date**.*

Percent of total outfalls screened:

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- ☐ The catchment investigation data is attached to the email submission
- ☒ The catchment investigation data can be found at the following website:

Dry and wet weather catchment investigations were not conducted during the reporting period. Catchment investigation data for catchments investigated in prior years has been posted to the Town's website at the following location: <https://www.townofsalemnh.org/engineering/pages/stormwater-management-program-swmp>. The Town will resume catchment investigations during Permit Year 3. The Town's System Vulnerability Factor matrix has been attached in the e-mail included with this annual report submission.

*Below, report on the number of catchment investigations completed **during this reporting period**.*

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated **to date**.*

Percent of total catchments investigated:

Optional: Provide any additional information for clarity regarding the catchment investigations below:

The Town developed catchment investigation procedures as part of their IDDE plan during Permit Year 1. Once dry weather screening and sampling has been completed, the Town will reprioritize the regulated catchment areas and resume catchment investigations in accordance with permit requirements in Permit Year 3.

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- ☐ The illicit discharge removal report is attached to the email submission
- ☐ The illicit discharge removal report can be found at the following website:

N/A

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period**.*

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018)**.*

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

Employee Training

Describe the frequency and type of employee training conducted **during the reporting period**:

No employee training was conducted during the reporting period. The Town conducted a training on the IDDE program and Good Housekeeping/ Pollution Prevention at the end of Permit Year 1, and had plans to conduct the training again in June 2020. However, the impacts of COVID-19 caused the training to be postponed to Permit Year 3. The required training will be conducted by June 30, 2021.

MCM4: Construction Site Stormwater Runoff Control

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period**.*

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

The Town received 336 submissions for review in accordance with the Site Plan and Subdivision regulations. The Town partners with a third-party consultant for conducting construction site inspections. Inspectors conducted 574 inspections of active construction sites during the reporting period.

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

Below, select the option that describes your ordinance or regulatory mechanism progress.

- ☐ Bylaw, ordinance, or regulations are updated and adopted consistent with permit requirements
- ☒ Bylaw, ordinance, or regulations are updated consistent with permit requirements but are not yet adopted
- ☐ Bylaw, ordinance, or regulations have not been updated or adopted

As-built Drawings

Describe the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites:

The Town has drafted comprehensive updates to Chapter 417, Stormwater Management, of the Town's municipal code. These updates include requirements pertaining to the submission of as-built drawings and long-term operation and maintenance upon completion of construction projects. These updates were scheduled to be presented to the Board of Selectmen for adoption during Permit Year 2, but due to the impacts of COVID-19 and the permit modifications proposed by EPA, the Town decided to postpone their adoption to Year 3. The Town will work to get this language adopted by June 30, 2021.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

The Town will complete the required street design and parking lot assessment by the end of Year 4 as required by the permit.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

The Town will complete the required green infrastructure report by the end of Year 4 as required by the permit.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

The Town is working to compile an inventory of its properties that could be modified or retrofitted with BMPs. This inventory will be complete by the end of Year 4 as required by the Permit.

MCM6: Good Housekeeping

Catch Basin Cleaning

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period**.

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins:

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins:

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

The Town is still working to collect the necessary data to develop their Catch Basin Cleaning Optimization Plan. However, if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events, the Town will document the finding, investigate the contributing drainage area for sources of excessive sediment loading, and to the extent practicable, abate contributing sources.

Street Sweeping

Report on street sweeping completed **during this reporting period** using one of the three metrics below.

☐ Number of miles cleaned:

☒ Volume of material removed:

☐ Weight of material removed:

O&M Procedures and Inventory of Permittee-Owned Properties

Below, check all that apply.

The following permittee-owned properties have been inventoried:

☒ Parks and open spaces

- ☒ Buildings and facilities
- ☒ Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- ☒ Parks and open spaces
- ☒ Buildings and facilities
- ☒ Vehicles and equipment

Stormwater Pollution Prevention Plan (SWPPP)

*Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period**.*

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

A SWPPP was finalized for Salem's DPW facility located at 21 Cross St during Permit Year 2. Recommendations were made as part of the SWPPP that the Town is working to address in accordance with the timelines identified in the SWPPP. However, no corrective actions were taken at this facility during Permit Year 2. Site inspections were not documented during Permit Year 2 as the SWPPP and associated inspection report form were not finalized until near the end of this reporting period. The Town will begin implementation of the SWPPP and conduct inspections on the required schedule beginning in Permit Year 3.

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- ☒ Not applicable
- ☐ The results from additional reports or studies are attached to the email submission
- ☐ The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

COVID-19 Impacts

Optional: If any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Impacts due to COVID-19 response are noted above in applicable MCMs/sections of this annual report.

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 3 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

- Inspect all outfalls/ interconnections (excluding Problem and Excluded outfalls) for the presence of dry weather flow
- Complete follow-up ranking as dry weather screening becomes available

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected

- Sweep all uncurbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary

Provide any additional details on activities planned for permit year 3 below:

Part V: Certification of Small MS4 Annual Report 2020**40 CFR 144.32(d) Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Christopher A. Dillon

Title: Town Manager

Signature:



Date:

9/30/2020

*[Signatory may be a duly authorized
representative]*